

EYES

26 FEB 1968

MEMORANDUM FOR: Executive Director-Comptroller

THROUGH : Deputy Director for Support *RLB* 27 FEB 1968

SUBJECT : Processing of Involuntary Retirement and Other  
Involuntary Separation Cases

REFERENCE : Memo for DDP and DDS fr ExDir-Commnt dtd 25 Jan 68,  
subject: Miss [redacted] 25X1

1. This memorandum is for your information in response to referent memorandum.

25X1 2. The processing time on the [redacted] case was too great. Although  
it was a pilot case and great care was being exercised to ensure the em-  
ployee's rights were not abridged, it appears to me that too much time was  
lost someplace in the process. Not all was wasted, however, for there were  
developed procedures for processing involuntary retirement cases. Those  
25X1 procedures were approved by the CIA Retirement Board. They were developed  
in consonance with HR [redacted] and by administrative extension of procedures  
25X1 not specifically provided in HR [redacted] ensure to the employee substantially  
the considerations afforded by HR [redacted] Involuntary Separations. A pre-  
cise time estimate for the overall process is not possible since employee  
stances should it take more than 60 days from formal notification to the  
individual of the intended action. 25X1

25X1 3. I understand that it was the intention of the Agency in drafting  
the regulations, which had to be approved by our Subcommittees, to keep  
them simple and while still protecting the employee's rights to abbreviate  
the detailed and time-consuming procedures presently provided in HR [redacted]  
I have no quarrel with firmness and expedition, but I am not persuaded that  
it is wise to do any less for the involuntary retiree under the CIA Retirement  
and Disability System than for the involuntary separation case under  
any authority. I should like, therefore, to reserve the opportunity to  
further examine and think through this issue and perhaps to recommend  
procedural refinement.

25X1 I have attached a copy of a parallel presentation of the critical  
steps under HR [redacted] of the procedures approved by the Board  
as developed during the processing of the [redacted] case. 25X1

/s/ Robert S. Wattles  
Robert S. Wattles  
Director of Personnel

Attachment

Distribution: Orig - Addressee 1 - C/SAS/OP

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OD/Pers/RSWattles:hc (20 Feb 68)

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MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Miss [REDACTED]

REFERENCE : Memo for D/Pers fr DDS dtd 31 Jan 68,  
same subject

1. This memorandum is for your information and forwards a response to the Executive Director-Comptroller's memorandum of 25 January 1968.

2. The attached memorandum for the Executive Director-Comptroller I believe responds also to referent memorandum. I did not seek the coordination of the Deputy Director for Plans in either memorandum. I believe his independent response of 2 February to the Executive Director-Comptroller and the participation of his representatives in the Retirement Board development of the procedures discussed in the attached memorandum amount to substantial concurrence.

3. The policy implications of the procedures developed are not clear in my thinking. We should expect relatively few cases of involuntary retirement but they may well involve further procedural refinement. I intend therefore to control them from my own desk. If with more experience we find that such involuntary cases can be handled by the same mechanism as other involuntary separations, I would propose to do so.

[REDACTED]  
Robert S. Wattles  
Director of Personnel

25X1

Attachment

25X1

DD/S 68-0864

Executive Registry

68-927

MEMORANDUM FOR: Executive Director-Comptroller

THROUGH : Deputy Director for Support ~~RDS~~ 21 FEB 1968

SUBJECT : Processing of Involuntary Retirement and Other  
Involuntary Separation Cases

REFERENCE : Memo for DDP and DDS fr ExDir-Compt dtd 25 Jan 68,  
subject: [redacted]

25X1

1. This memorandum is for your information in response to referent memorandum.

25X1

2. The processing time on the [redacted] case was too great. Although it was a pilot case, it appears to me upon review that too much time was lost someplace in the process. Not all was wasted, however, because there was developed a set of procedures for processing involuntary separation cases, which procedures were approved by the CIA Retirement Board. They were developed in consonance with [redacted] but by the extension of some procedures not specifically provided would ensure some of the considerations for the employee afforded by HR [redacted] Involuntary Separations. A precise time estimate for the processing is difficult to arrive at because the limitations on action by the employee concerned are somewhat flexible. I do believe that under no circumstances should it take more than 60 days once the Director's decision has first been made.

25X1

25X1

3. I understand that it was the intention of the Agency in drafting the regulations which had to be approved by our Subcommittees to simplify and by simplifying abbreviate the rather detailed and time-consuming procedures under HR [redacted] when processing involuntary retirements under HR [redacted]. While I can understand our choosing a hard-nosed approach, I am not persuaded that it is necessarily wise to do less for the involuntary retiree under the CIARDS than for the involuntary separation case under any other authority. I should like, therefore, to reserve the opportunity to further examine and think through this problem and sometime in the future to perhaps make recommendations for procedural refinement.

25X1

25X1

4. I have attached a copy of a parallel presentation of the critical steps under HR [redacted] of the procedures approved by the Board as developed during the processing of the [redacted] case.

25X1

[redacted]  
Robert S. Wattles  
Director of Personnel

25X1

Attachment